NAVY REGION SOUTHWEST

REGIONAL EMERGENCY MANAGEMENT PROGRAM

Annex C

Communications

1. **Discussion**. OPNAVINST 3440.16 (Series), OPNAVINST 3440.17 (Series), and CNIINST 3440.17 (Series) directs telecommunications support of Navy emergency management operations be derived from the following sources:

a. Common user networks (DSN, etc.).

b. Dedicated radio networks, as assigned by the Regional Office of Emergency Management (OEM) and Regional Information Systems (Code N67R).

c. Internal security and industrial control VHF networks, established in accordance with OPNAVINST 2300.45 (Series).

d. Military Affiliate Radio System (MARS), under the provisions of NAVTELCOMINST 2093.1 (Series).

e. Satellite communications (SATCOM) systems.

f. Commercial communications (land-line, cellular, internet, etc.).

g. Command Early Warning Net (CEWN).

h. Mass warning and notification systems.

2. **Responsibilities**

a. **Regional Office of Emergency Management (OEM)**. Regional OEM will:

(1) Coordinate the development of an overall emergency management communications plan with N67R considering the assets available to each Navy installation throughout the region and members of the emergency management communications network.

(2) When necessary, activate the regional emergency management communications and MARS networks, and coordinate all operations on these circuits.

(3) Develop a regional inventory of communications assets available in the event of a disaster or other special operations. This listing should include equipment designation, description, frequency range, quantity, location, and point of contact.

b. **Sub-Regions**. All sub-region EMO's will:

(1) During emergency situations and upon determination from Regional OEM and Regional Information Systems (Code N67R) that existing communications are inoperative or unable to handle the traffic load, request the Regional OEM activate the regional emergency management net. The HF, VHF, or UHF frequency and/or net will be established by the Regional OEM based on the situation.

(2) Establish sub-area networks, as necessary, for emergency communications for control and/or recovery operations involving forces or activities within the assigned area of responsibility.

(3) Ensure a list of all radio frequencies authorized for the command and all tenant commands is available in the Emergency Operations Center (EOC).

(4) If operating on a UHF trunked system, ensure regional Concall and Disaster talk groups are programmed into all base, mobile, and handheld radios.

c. **Tenant Commands/Stand Alone Activities**. All other Navy commands and activities throughout the Navy Region Southwest area of responsibility shall ensure that Regional OEM, Regional Information Systems (Code N67R), and the sub-region EMO are provided with a list, at least annually, of all HF, VHF and UHF frequencies and call signs in use within the activity. Continuous Tone Coded Squelch System (CTCSS) tones (also known as Private Line or PL tones) will be included. If a trunked system is utilized, talk groups will be provided. If operating on a UHF trunked system, ensure the regional Concall and Disaster talk groups are programmed into all base, mobile, and handheld radios.

d. **MARS Stations**

(1) The MARS net may be utilized during emergency situations to enhance voice communications throughout the region and to handle emergency message traffic as directed by the MARS District Director. Procedures and frequencies will be in accordance with OPNAVINST 5510.1 (Series).

(2) Procedures, message formats, and frequencies used by the MARS

are located in the MARS region emergency communications plan and NTP 8.

(3) All Navy MARS radio stations throughout the States of California, Arizona and Nevada will ensure the Regional Office of Emergency Management (OEM) is provided the following information at least annually:

(a) Station call sign.

(b) Primary operating frequency.

(c) Secondary operating frequency.

(d) Station commercial phone number.

(e) Station DSN phone number.

(f) Station fax number.

(g) Station e-mail address.

e. **Command Early Warning Net.** The Command Early Warning Net (CEWN) is a frequency (328.2 MHz) authorized for use by naval vessels while in port in San Diego Harbor. COMPHIBGRU Three assigns every two weeks a Navy ship with the broadcast duties for this frequency by naval message. All naval vessels in port in San Diego are required to monitor this frequency on a 24-hour basis for emergency traffic. The call sign for the Navy ship assigned broadcast duties is SOPASUBAREA EAST ADMIN.

(1) The Regional Dispatch Center supervisor is responsible for monitoring transmission from the assigned broadcast ship. Routine transmissions from the broadcast ship announcing first call to colors and colors require no response from the supervisor.

(2) The Regional Dispatch Center supervisor is authorized to transmit messages over CEWN during the following:

(a) When the Commander, Navy Region Southwest or higher authority initiates a change either increasing or decreasing the Force Protection Condition within the region.

(b) When Regional Security harbor patrol boats report unauthorized presence of small/large craft, swimmer or suspicious item within restricted security areas or naval vessel protective zones.

(c) When the Regional Dispatch Center received information of

bomb threats, suspicious packages within close proximity of ships in port.

(d) When the Regional Dispatch Center receives information of explosions or fires within close proximity of ships in port.

(e) Whenever natural or manmade disasters potentially or actually threaten personnel or property to ships in port in San Diego.

(f) Whenever reports of suspicious flying activity of aircraft in metro San Diego airspace are reported.

(g) When directed by the Regional Operations Center (ROC).

(3) Transmit Procedures. When the decision to transmit has been made, the Regional Dispatch Center supervisor will contact SOPA Sub-Area East Admin in accordance with established procedures.

(4) Monitoring Commands

(a) In addition to Navy Region Southwest and all ships in port, COMSUBRON-11 and the U.S. Coast Guard in San Diego also have the capability to monitor and transmit on the CEWN.

(b) COMSUBRON-11 monitors the CEWN 24/7 at their Operations Center located at NAVBASE Point Loma on the Submarine Base.

(c) COMSUBRON-11 is responsible for passing information onto their ships and submarines in port at SUBASE San Diego via Marine Channel 14 and/or landlines as appropriate.

(d) The Coast Guard monitors the CEWN 24/7 at their Operations Center located onboard the Coast Guard base on Harbor Drive. The Coast Guard is responsible for passing information to ships via their Marine Channel assignments as appropriate.

(e) There may be times when a transmission must be repeated to either COMSUBRON-11 or the Coast Guard due to line of sight difficulties from the broadcast ship. The Regional Dispatch Center supervisor must be aware of these situations when monitoring commands request repeats and the broadcast ship does not pick up their transmissions. It would be appropriate for the Regional Dispatch Center supervisor to notify the broadcast ship that their transmission was not clear to the monitoring command and that the supervisor will attempt to relay the transmission for the broadcast ship them.

(5) Radio Checks. The Regional Dispatch Center will conduct a

weekly radio check at 0900 Monday mornings with SOPA Sub-Area East Admin, Coast Guard San Diego and COMSUBRON-11 Point Loma Harbor Operations.

3. **Regional Emergency Communications**

a. To ensure command and control can be accomplished at the Regional Operations Center (ROC) as well as any sub-region EOC and the Mobile Command Unit (MCU), it is absolutely essential that all Navy commands and activities throughout the region, including regional emergency responders, ensure that Regional OEM, Regional Information Systems (Code N67R), and appropriate sub-regional offices of emergency management are provided with a list of all HF, VHF, and UHF frequencies and call signs in use by all Navy commands and activities within the area of responsibility at least annually and when any changes are made. Continuous Tone Coded Squelch System (CTCSS) tones (also known as Private Line or PL tones) will be included. If a trunked system is utilized, talk groups will be provided.

c. Any changes to base, mobile, and handheld radio programming, including changes in CTCSS/PL tones, must be coordinated through Regional OEM and approved by Regional Information Systems (Code N67R) **before** any changes are made.

b. All Navy commands and activities within the Navy Region Southwest area of responsibility, including all regional emergency responders, shall ensure the regional emergency management nets are installed in all base, mobile, and handheld radios. Frequencies for the regional emergency management nets may be obtained from Regional OEM. Regional emergency management nets are for special operations only and may not be used without prior approval of Regional OEM.

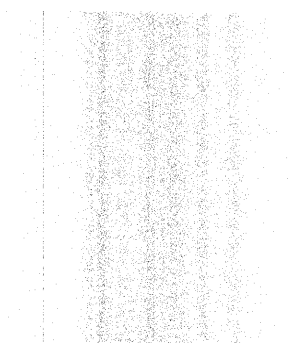
4. **Equipment Procurement**. To ensure systems compatibility, all Navy commands and activities within the States of California, Arizona and Nevada shall coordinate the procurement of all communications equipment through Regional OEM and Regional Information Systems (Code N67R) regardless of normal chain of command or resource sponsor.

5. **Frequency Requests**. Navy activities tasked with being part of the regional emergency management net and not holding frequency assignments should request frequency assignments in accordance with Annex J of NTP-6A via regional staff codes N3FC and N67R.

6. **U.S. Coast Guard District Communications**

a. Automatic Digital Network (AUTODIN) connects all U.S. Coast Guard Districts to all U.S. and allied military activities.

b. DSN connects all U.S. Coast Guard District Commanders with most Navy



installations using an unsecured voice direct dialing worldwide network within the defense communications system.

c. Federal Telecommunications System (FTS) connects all U.S. Coast Guard District Commanders to a dedicated federal communications network. Most Navy activities in the San Diego area have only in-dial capability. No out-dial FTS service is available from San Diego area Navy Central Office Exchange Service (CENTREX) systems.

d. All U.S. Coast Guard Groups and Air Stations in District 11 maintain a 24 hour guard on 2181 Khz, 156.800 Mhz (Channel 16), and 500 Khz Carrier Wave (CW).

7. **Concept of Operations**. It is absolutely essential that all fixed and mobile command centers have the ability to communicate by radio with all Navy and civil sector emergency responders (as defined in this instruction), the U.S. Coast Guard if near the ocean, FEMA, other services, and the population in general through the citizen's band.

8. **Regional Emergency Management Call Signs**. The following call signs are assigned to Regional OEM on all HF, VHF and UHF circuits.

a. Regional Operations Center (ROC): "ROC".

b. Regional Dispatch Center (RDC): "Regional Dispatch"

c. Regional Mobile Command Unit (MCU): "Mobile Command One"

d. Program Manager and Director, Regional Office of Emergency Management (OEM): "EM One".

e. Deputy Director, Regional OEM: "EM Two".

f. Regional C4ISR Manager: "EM Three".

g. Regional OEM Staff: "EM Four", "EM Five", etc.

h. Sub-Region 1 (NAVBASE Coronado) Emergency Management Officer: "EM One Zero".

i. Sub-Region 1 (NAVBASE Coronado) Emergency Management Staff: "EM One Zero Alpha", "EM One Zero Bravo", "EM One Zero Charlie", etc.

j. Sub-Region 2 (NAVBASE San Diego) Emergency Management Officer: "EM Two Zero".

k. Sub-Region 2 (NAVBASE San Diego) Emergency Management Staff:

"EM Two Zero Alpha", "EM Two Zero Bravo", "EM Two Zero Charlie", etc.

l. Sub-Region 3 (NAVBASE Point Loma) Emergency Management Officer: "EM Three Zero".

m. Sub-Region 3 (NAVBASE Point Loma) Emergency Management Staff: "EM Three Zero Alpha", "EM Three Zero Bravo", "EM Three Zero Charlie", etc.

n. Sub-Region 4 (NAVWPNSTA Seal Beach) Emergency Management Officer: "EM Four Zero".

o. Sub-Region 4 (NAVWPNSTA Seal Beach) Emergency Management Staff: "EM Four Zero Alpha", "EM Four Zero Bravo", "EM Four Zero Charlie", etc.

p. Sub-Region 5 (NAVBASE Ventura County) Emergency Management Officer: "EM Five Zero".

q. Sub-Region 5 (NAVBASE Ventura County) Emergency Management Staff: "EM Five Zero Alpha", "EM Five Zero Bravo", "EM Five Zero Charlie", etc.

r. Sub-Region 6 (NAS Lemoore) Emergency Management Officer: "EM Six Zero".

s. Sub-Region 6 (NAS Lemoore) Emergency Management Staff: "EM Six Zero Alpha", "EM Six Zero Bravo", "EM Six Zero Charlie", etc.

t. Sub-Region 7 (NAWS China Lake) Emergency Management Officer: "EM Seven Zero".

u. Sub-Region 7 (NAWS China Lake) Emergency Management Staff: "EM Seven Zero Alpha", "EM Seven Zero Bravo", "EM Seven Zero Charlie", etc.

v. Sub-Region 8 (NAS Fallon) Emergency Management Officer: "EM Eight Zero".

w. Sub-Region 8 (NAS Fallon) Emergency Management Staff: "EM Eight Zero Alpha", "EM Eight Zero Bravo", "EM Eight Zero Charlie", etc.

x. NAVBASE Coronado EOC: "Sub-Region One EOC".

y. NAVBASE San Diego EOC: "Sub-Region Two EOC".

z. NAVBASE Point Loma EOC: "Sub-Region Three EOC".

aa. NAVWPNSTA Seal Beach EOC: "Sub-Region Four EOC".

bb. NAVBASE Ventura County EOC: "Sub-Region Five EOC".

cc. NAS Lemoore EOC: "Sub-Region Six EOC".

dd. NAVAIRWPNSTA China Lake EOC: "Sub-Region Seven EOC".

ee. NAS Fallon EOC: "Sub-Region Eight EOC".

ff. NAVMEDCEN San Diego DOC: "Medical Center San Diego".

gg. PWC San Diego DOC: "PWC San Diego".

hh. COMSUBRON-11 RADCON Response Command Center: "ECC".

ii. COMSUBRON-11 Harbor Operations: "Point Loma Harbor Operations".

jj. CEWN broadcast ship: "SOPA Sub-Area East Admin".

kk. U.S. Coast Guard San Diego: "Coast Guard San Diego".

ll. Regional Security: As assigned by the Regional Security Officer.

mm. Regional Fire and Emergency Services (F&ES): As assigned by the Regional Fire Chief.

9. **Mass Warning and Notification**

a. All Regional emergency management programs are tasked to develop capabilities to rapidly warn and notify personnel in the even of an emergency in accordance with OPNAV Instruction 3440.17 (Series), DoD Handbook 0-2000.12-H (Series), and CJCS Instruction 3435.01 (Series).

b. In accordance with OPNAV Instruction 5100.23 (Series) Category 2 through 4 personnel must receive warning within 15 minutes of an event and Category 1 and 5 personnel must receive notification within 5 minutes of an event (all time constraints based on time from initial notification of event via 911 or similar emergency number).

c. Mass warning and notification systems shall be constructed in accordance with UFC 4-021-01 Design and O&M: Mass Notification System (December 2002).

d. Multiple systems will likely be necessary to maximize the potential for reaching all required personnel. Further, cooperation with local authorities is of vital importance for bases with a significant on or nearby off base family housing as they

have access to radio and television emergency communication systems.

e. Some examples of systems that could quickly reach large numbers of on-base personnel include (in descending order of cost):

(1) A base-wide voice announcing system including exterior and interior speakers, similar to a shipboard "1MC" system.

(2) A telephonic notification system capable of thousands (or tens of thousands) of phone calls. Although an expensive option verses the performance, it leverages current capabilities and can have a wide reach.

(3) One or more horns or other audible alarms.

(4) Leveraging telephones with speakers similar to the base-wide voice announcing system.

(5) An administrative broadcast across the bases computer system network consisting of a notice from a central location that would over-ride current computer users applications, thus reaching all computer users nearly instantaneously.

f. The primary location for the mass warning and notification system will be the Regional Dispatch Center (RDC) as the RDC already serves as a communications hub for Category 5 personnel. Fully functional mass warning and notification systems will also be located in the ROC, MCU, and all sub-region EOC's.

g. Recognition and proper response to mass warnings and notifications is a crucial component of public awareness training for all categories of personnel. It is a capability that should be routinely exercised and included as a part of all crisis and consequence management exercises.

h. In accordance with CNIINST 3440.17 (Series) the Regional Office of Emergency Management is responsible for on-base public notification of CBRNE events, including detailed information on the shelter, shelter-in-place, safe haven, and evacuation recommendations or declarations.

i. In accordance with CNIINST 3440.17 (Series) the Regional Public Affairs Office is responsible for notification and risk communication to the potentially effected public outside of the installation through the mandated use per the National Response Plan of a Joint Information Center (JIC) with the cognizance of CHINFO and OASD (PA).

j. Mass notification is required in all new inhabited buildings beginning with the FY 2004 construction program. Mass notification is required in existing primary gathering buildings and existing billeting when implementing a project exceeding the

replacement cost threshold specified in UFC 4-010-01 DoD Minimum Antiterrorism Standards for Buildings (July 2002).

k. Facilities include leased, temporary, expeditionary and permanent structures on or outside of DOD installations.

l. Implementation of mass notification systems requires the coordinated efforts of engineering, communications and security personnel. The solution set for each base will vary from the CNI standard based on the bases layout, infrastructure and ROC level. Engineering assistance can be obtained from the cognizant NAVFAC Engineering Field Division (EFD), NAVFAC Engineering Field Activity (EFA), Naval Facilities Engineering Service Center (NFESC) and some Navy Public Works Centers (PWC).

m. Additional requirements and criteria relating to mass notification systems can be found in UFC 4-021-01 Design and O&M: Mass Notification System (December 2002).

n. The primary point of contact for all mass warning and notification systems is the Regional C4ISR Manager (N24HR) located at the Regional Office of Emergency Management.